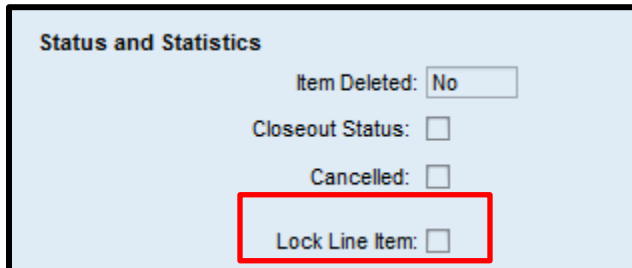


Subject: Modification to SRM No Further Confirmation, No Further Invoice and Lock Line Item

Audience: AST Leads, Procurement Directors, Finance Directors

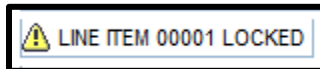
The SCEIS Materials Management Team is pleased to announce a modification to the SCEIS Supplier Relationship Management (SRM) system which effects No Further Confirmation (NFC), No Further Invoice (NFI) and the Lock Line Item.

Effective August 29, 2014, a new “Status” box will be added to the SRM screen for the buyer to select when a Purchase Order (PO) line item needs to be locked:



Only when a buyer checks the “Lock Line Item” status will the system prevent no further goods receipts and no further invoice payments in Enterprise Core Component (ECC) on the line item selected. The lock will allow changes to be made to the PO in SRM, but these changes will not transfer to ECC until the “Lock Line Item” has been unselected.

When a PO line item has been locked users will see the following warning message:



The “Lock Line Item” status is accessible in the PO under the **“General Data”** tab by clicking on the **“Items”** tab, then the **“Details”** button.

The system will no longer lock the line item in ECC when the “No Further Confirmation” and/or “No Further Invoice” buttons are selected in SRM. Selecting the “No Further Invoice” button in SRM will only unencumber the funds and set the “Final Invoice” indicator in ECC. Selecting the “No Further Confirmation” will not lock the line item nor unencumber the funds.

Prior to this modification, if a user selected either “No Further Confirmation” or “No Further Invoice” to a line item of a PO the system placed a “lock” icon on the ECC PO line item. This action may have been premature if the invoice had not yet been keyed. This premature action could then cause the Accounts Payable staff to contact the buyer to have the PO line item “un-locked.” This modification will make the system more efficient and eliminate the need for the buyer to unlock the line item.



Weekly Update

August 26, 2014

The following Business Process Procedures detailing the changes will be available on August 29, 2014 on the SCEIS uPerform site at <https://uperform.sc.gov/gm/workplace>:

- SRM PUR Line Item Lock on Purchase Order
- SRM PUR No Further Invoice on Purchase Order
- SRM PUR Display a Locked Purchase Order Line Item

If you have questions about using this functionality, please contact the SCEIS Help Desk at (803) 896-0001 (select option 1 for SCEIS help) or use the email form available at <http://www.sceis.sc.gov/requests/>.